

SBA 134
FACILITY EVALUATION FORM

School Building Authority of West Virginia
Facility General Information Worksheet
 (Complete one form for each facility or homogeneous area of the building)

Facility ID#: _____ County: _____
 Facility Name: _____ Date: _____

	Year of Construction
Original Square Feet: _____	_____
Addition One: _____	_____
Addition Two: _____	_____
Addition Three: _____	_____
Addition Four: _____	_____
Addition Five: _____	_____
Addition Six: _____	_____
Addition Seven: _____	_____
Total Sq. Feet: _____	

ENERGY INDEXES:

(List below the total amount of each fuel source used by this facility for one year)

Electric _____	Kilowatts
Natural Gas _____	MCF (List only mcf or decotherms)
Natural Gas _____	Decotherms (List only mcf or decotherms)
Coal _____	Tons
#2 Fuel Oil _____	Gallons
Propane _____	Pounds
Used Oil _____	Gallons
Wood Chips _____	Tons
Other(specify) _____	Amount: _____ Units: _____

School Building Authority of West Virginia
Site Evaluation Worksheet
(Complete just one form for each site)

Facility ID#: _____ County: _____
Facility Name: _____

SITE:

_____ City _____ Rural Actual Acres _____ Useable Acres _____
Site adequate for expansion: _____ Yes _____ No
Are public parks/areas adjacent: _____ Yes _____ No
_____ % site out of flood plain _____ % site in flood plain
Site Remarks: (use additional sheets if needed)

Overall Site Condition: 1 2 3 4 5

DRAINAGE:

Drainage Remarks: (use additional sheets if needed)

Overall Drainage Condition: 1 2 3 4 5

PARKING:

Paved Parking _____ square feet Unpaved Parking _____ square feet
Parking adequately lit: _____ Yes _____ No
Adequacy of Parking: 1 2 3 4 5
Parking Remarks: (use additional sheets if needed)

Overall Parking Condition: 1 2 3 4 5

BUS LOADING:

Bus Loading Adequate: _____ Yes _____ No
Bus Loading Remarks: (use additional sheets if needed)

Overall Bus Loading Condition: 1 2 3 4 5

ACCESS ROADS:

Adequacy of On-Site Access Roads: 1 2 3 4 5
Adequacy of Off-Site Access Roads: 1 2 3 4 5
Access Roads Remarks: (use additional sheets if necessary)

Overall Access Road Condition: 1 2 3 4 5

FOR CONDITIONS:

1-Inadequate; 2-Below Average; 3-Average; 4-Above Average; 5-Excellent

PLAYFIELDS/PLAYCOURTS:

Adequacy of Playfields: 1 2 3 4 5

Adequacy of Playcourts: 1 2 3 4 5

Playfields/Playcourts Remarks: (use additional sheets if needed)

Overall Playfield/Playcourts Condition: 1 2 3 4 5

SITE UTILITIES:**Electrical Services:**

_____ Phase _____ Voltage _____ Amps

Electric Utility Company: _____

Main Service Feed into Building: _____ Underground _____ Overhead

Electrical Service Remarks: (use additional sheets if needed)

Overall Electrical Service Condition: 1 2 3 4 5

Fuel Sources:

_____ Natural Gas _____ Coal

_____ Fuel Oils _____ Propane

Other (Specify): _____

Fuel Utility Company: _____

Fuel Line Size: _____ inches

Fuel Sources Remarks: (use additional sheets if needed)

Overall Fuel Sources Condition: 1 2 3 4 5

Water Sources:

_____ Public _____ Well Water Line Size: _____ inches

Water Utility Company: _____

Water Sources Remarks: (use additional sheets if needed)

Overall Water Sources Condition: 1 2 3 4 5

Sewage Systems:

_____ Public _____ Septic Other (specify): _____

PSD: _____

Sewage System Remarks: (use additional sheets if needed)

Overall Sewage System Condition: 1 2 3 4 5

FOR CONDITIONS:*1-Inadequate; 2-Below Average; 3-Average; 4-Above Average; 5-Excellent*

School Building Authority of West Virginia
Building Component Evaluation Worksheet
(Complete an individual form for each building addition
or homogeneous area of the building)

Facility ID#: _____ County: _____
Facility Name: _____ Date: _____
Square Feet of Building: _____ Year Constructed: _____

BUILDING STRUCTURES:

_____ Load Bearing Masonry _____ Steel Frame
_____ Wood Frame Other (specify): _____
Building Structures Remarks: (use additional sheets if needed)
Overall Building Structure Condition: 1 2 3 4 5

FLOOR STRUCTURES:

_____ Steel Joist/Concrete Floor Area Square Feet: _____
_____ Wood Joists Floor Area Square Feet: _____
_____ Slab on Grade Floor Area Square Feet: _____
Other (specify): _____ Floor Area Square Feet: _____
Floor Structures Remarks: (use additional sheets if needed)
Overall Floor Structure Condition: 1 2 3 4 5

ROOF:

Roof Structure:

_____ Steel Joists _____ Wood Joists Other (specify): _____
Roof Structure Remarks: (use additional sheets if needed)
Overall Roof Structure Condition: 1 2 3 4 5

Roof Coverings:

	Sq. Feet	Yr. Installed	Condition
_____ Built-up Roofing	_____	_____	_____
_____ Modified Bituminous	_____	_____	_____
_____ Shingles, Asphalt	_____	_____	_____
_____ Shingles, Fiberglass	_____	_____	_____
_____ Membrane, Ballasted	_____	_____	_____
_____ Membrane, Mech. Fast	_____	_____	_____
_____ Membrane, Direct Glue	_____	_____	_____
_____ Metal Roofing	_____	_____	_____
Other (specify): _____	_____	_____	_____

Roof Coverings Remarks: (use additional sheets if needed)

FOR CONDITIONS:

1-Inadequate; 2-Below Average; 3-Average; 4-Above Average; 5-Excellent

WALL FINISHES:

Square Feet Condition

_____ Plaster	_____	_____
_____ Drywall	_____	_____
_____ Masonry	_____	_____
_____ Ceramic Tile	_____	_____
Other (specify): _____	_____	_____

Wall Finishes Remarks: (use additional sheets if needed)

Overall Wall Finishes Condition: 1 2 3 4 5

CEILING FINISHES:

	Square Feet	Condition
_____ Plaster	_____	_____
_____ Drywall	_____	_____
_____ Acoustical Tile	_____	_____
_____ Exposed	_____	_____
Other (specify): _____	_____	_____

Ceiling Finishes Remarks: (use additional sheets if needed)

Overall Ceiling Finishes Condition: 1 2 3 4 5

FLOOR FINISHES:

	Square Feet	Condition
_____ Asbestos Tile	_____	_____
_____ Vinyl Composition Tile	_____	_____
_____ Ceramic Tile	_____	_____
_____ Terrazzo	_____	_____
_____ Exposed Concrete	_____	_____
_____ Exposed Wood	_____	_____
Other (specify): _____	_____	_____

Floor Finishes Remarks: (use additional sheets if needed)

Overall Floor Finishes Condition: 1 2 3 4 5

DOORS:

Exterior Doors:

	Number	Condition
_____ Aluminum, Exterior	_____	_____
_____ Steel, Exterior	_____	_____
_____ Wood, Exterior	_____	_____
Other, (specify): _____	_____	_____

Exterior Doors Remarks: (use additional sheets if needed)

Overall Exterior Doors Condition: 1 2 3 4 5

FOR CONDITIONS:

1-Inadequate; 2-Below Average; 3-Average; 4-Above Average; 5-Excellent

Interior Doors:	Number	Condition
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_____ Aluminum, Interior	_____	_____
_____ Steel, Interior	_____	_____
_____ Hollow Core Wood	_____	_____
_____ Solid Core Wood	_____	_____
_____ Fire Rated Wood	_____	_____
Other (specify): _____	_____	_____

Interior Doors Remarks: (use additional sheets if necessary)

Overall Interior Doors Condition: 1 2 3 4 5

WINDOWS:

Operating Windows:

	Number	Energy Efficient	Year Installed
_____ Aluminum Frame, Oper.	_____	_____	_____
_____ Steel Frame, Oper.	_____	_____	_____
_____ Wood Frame, Oper.	_____	_____	_____
_____ Vinyl Frame, Oper.	_____	_____	_____
_____ Rescue/Ventilation	_____	_____	_____
Other (specify): _____	_____	_____	_____

Operating Windows Remarks: (use additional sheets if needed)

Overall Operating Windows Condition: 1 2 3 4 5

Fixed Windows:

	Number	Energy Efficient	Year Installed
_____ Aluminum, Frame, Fixed	_____	_____	_____
_____ Steel Frame, Fixed	_____	_____	_____
_____ Wood Frame, Fixed	_____	_____	_____
_____ Vinyl Frame, Fixed	_____	_____	_____
Other (specify): _____	_____	_____	_____

Fixed Windows Remarks: (use additional sheets if needed)

Overall Fixed Windows Condition: 1 2 3 4 5

BOILERS:

	Number	Average mbh	Manufacturer
_____ Boilers, Gas Fired	_____	_____	_____
_____ Boilers, Coal Fired	_____	_____	_____
_____ Boilers, Oil Fired	_____	_____	_____
_____ Boilers, Wood Fired	_____	_____	_____
_____ Boilers, Propane Fired	_____	_____	_____

FOR CONDITIONS:

1-Inadequate; 2-Below Average; 3-Average; 4-Above Average; 5-Excellent

BOILERS (cont'd):

Number	Average mbh	Manufacturer
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Other (specify): _____
Boilers Remarks: (use additional sheets if needed) _____

Overall Boilers Condition: 1 2 3 4 5

FURNACES:	Number	Average mbh	Manufacturer
_____ Furnace, Gas Fired	_____	_____	_____
_____ Furnace, Coal Fired	_____	_____	_____
_____ Furnace, Oil Fired	_____	_____	_____
_____ Furnace, Propane Fired	_____	_____	_____
Other (specify): _____	_____	_____	_____

Furnace Remarks: (use additional sheets if needed)

Overall Furnaces Condition: 1 2 3 4 5

AIR HANDLING UNITS:	Number
_____ Roof Type	_____
_____ Interior Units	_____
Other (specify): _____	_____

Air Handling Units Remarks: (use additional sheets if needed)

Overall Air Handling Condition: 1 2 3 4 5

INTERIOR VENTILATION TYPE:

_____ Central

_____ Individual

Other (specify): _____

Interior Ventilation Remarks: (use additional sheets if needed)

Overall Interior Ventilation Condition: 1 2 3 4 5

AIR HANDLING HEAT SYSTEMS:	Number
_____ Cabinet, Fan Coil	_____
_____ Cabinet, Unit Heater	_____
_____ Individual Furnaces	_____
_____ Fin Coil	_____
_____ Radiator	_____

FOR CONDITIONS:

1-Inadequate; 2-Below Average; 3-Average; 4-Above Average; 5-Excellent

Number

Air Handling Heat Systems Remarks: (use additional sheets if needed)

Overall Air Handling Heat Systems Condition: 1 2 3 4 5

HEATING/COOLING UNITS:

Number

Heating/Cooling Units Remarks: (use additional sheets if needed)

Overall Heating/Cooling Condition:	1	2	3	4	5
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ELECTRICAL:

Lighting Fixtures:

Number

Lighting Fixtures Remarks: (use additional sheets if needed)

Overall Lighting Fixtures Condition:	1	2	3	4	5
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FOR CONDITIONS:

1-Inadequate; 2-Below Average; 3-Average; 4-Above Average; 5-Excellent

Fire Alarm System:

Manufacturer: _____

	Number
_____ Smoke Detectors	_____
_____ Heat Detectors	_____
_____ Pull Stations	_____

Fire Alarm System Remarks: (use additional sheets if needed)

Overall Fire Alarm System Condition: 1 2 3 4 5

Power/Receptacle System:

Power/Receptacle System Remarks: (use additional sheets if needed)

Overall Power/Receptacle System Condition:	1	2	3	4	5
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TECHNOLOGY INFRASTRUCTURE:

	Condition
_____ Sufficient Electrical Capacity	_____
_____ Power Receptacles Availability	_____
_____ Technology Electrical Wiring	_____
_____ Technology Delivery Systems	_____
_____ ID Network Type (if available) _____	_____
_____ Inventory Records of Hardware	_____
Other (specify): _____	_____
Deficiencies _____	_____

Technology Remarks: (use additional sheets if needed)

Overall Technology Infrastructure Condition:	1	2	3	4	5
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FOR CONDITIONS:*1-Inadequate; 2-Below Average; 3-Average; 4-Above Average; 5-Excellent*

TECHNOLOGY ASSESSMENT:

	Condition
_____ Teacher Training	_____
_____ Software Use	_____
_____ Purchasing Practices	_____
_____ Network Administration	_____
_____ Certified Network Engineer	_____
_____ Eng	_____
_____ Inventory Records	_____
Other (specify): _____	_____
Deficiencies _____	_____

Technology Remarks: (use additional sheets if needed)

Overall Technology Assessment
Condition:

1 2 3 4 5

SCHOOL ACCESS SAFETY AUDIT

Evaluate the effectiveness of the following School Access Safety Plan components

	Condition
_____ Planning	_____
_____ Deterrence	_____
_____ Detection	_____
_____ Delay	_____
_____ Communication _____	_____
_____ Evacuation _____	_____
_____ Bullying _____	_____

Safety Remarks: (use additional sheets if needed)

Overall Safety Access Audit
Condition:

1 2 3 4 5

FOR CONDITIONS:

1-Inadequate; 2-Below Average; 3-Average; 4-Above Average; 5-Excellent

School Building Authority of West Virginia
Facilities Spaces Evaluation – Early Childhood/Primary

School ID#: _____ County: _____
School Name: _____

NOTE: Difference = No. of existing rooms – (minus) No. of Required spaces. No. rooms are evaluated as the same types

1. ADMINISTRATION: Exist spaces _____ Reqd. spaces _____ Difference+/- _____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

2. STUDENTS SERVICES: Exist spaces _____ Reqd spaces _____ Difference+/- _____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

3. PreKINDERGARTEN: Exist spaces _____ Reqd spaces _____ Difference+/- _____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

4. KINDERGARTEN: Exist spaces _____ Reqd spaces _____ Difference+/- _____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

5. PRIMARY: Exist spaces _____ Reqd spaces _____ Difference+/- _____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

1 = Inadequate 2 = Below Average 3 = Average 4 = Above Average 5 = Excellent

6. ITINERANT SPACES: Exist spaces_____Reqd spaces_____Difference+/- _____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

7. MEDIA CENTER: Exist spaces_____Reqd spaces_____Difference+/- _____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

8. SPECIAL EDUCATION: Exist spaces____Reqd spaces____Difference+/- _____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

9. MUSIC: Exist spaces_____Reqd spaces_____Difference+/- _____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

10. ART: Exist spaces_____Reqd spaces_____Difference+/- _____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

11. COMPUTER LAB: Exist spaces_____Reqd spaces_____Difference+/- _____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

1 = Inadequate 2 = Below Average 3 = Average 4 = Above Average 5 = Excellent

12. MULTI-PURPOSE: Exist spaces_____Reqd spaces_____Difference+/- _____

A. Activities

Size: 1 2 3 4 5

Condition: 1 2 2 4 5

Remarks:

B. Dining

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

13. SEPARATE DINING: Exist spaces_____Reqd spaces_____Difference+/- _____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

14. KITCHEN: Exist spaces_____Reqd spaces_____Difference+/- _____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Adequate Storage: 1 2 3 4 5

Remarks:

15. STAFF/FACULTY: Exist spaces_____Reqd spaces_____Difference+/- _____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

16. TOILETS: Exist spaces_____Reqd spaces_____Difference+/- _____

Size: 1 2 3 4 5

FIXTURES: Exist fixtrs_____Reqd fixtrs_____Difference+/- _____

Condition: 1 2 3 4 5

Remarks:

1 = Inadequate 2 = Below Average 3 = Average 4 = Above Average 5 = Excellent

17. STORAGE GENERAL: Exist spaces_____Reqd spaces_____Difference+/- _____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

18. STORAGE INSTR.: Exist spaces_____Reqd spaces_____Difference+/- _____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

19. CUSTODIAL: Exist spaces_____Reqd spaces_____Difference+/- _____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

20. TECHNOLOGY CLOSETS: Exist spaces Reqd spaces Difference+/- _____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

21. OTHER SPACES: Exist spaces_____Reqd spaces_____Difference+/- _____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

22. ADEQUACY/CONDITION OF FURNISHINGS AND EQUIPMENT:

Condition: 1 2 3 4 5

Remarks:

23. ECONOMIES OF SCALE: 1 2 3 4 5
(Refer to Handbook – 100.0142 G)

24. BLDG UTILIZATION, (U): _____% 1 2 3 4 5
Current Enrollment

Building Utilization = _____%

*Below 60	61-70	71-80	81-85	Greater than 85
1 = Inadequate 2 = Below Average 3 = Average 4 = Above Average 5 = Excellent				

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School Improvement Cost Summary

(Based on deficiencies identified during the evaluation of existing facilities)

Early Childhood/Primary

SCHOOL NAME/USE _____
COUNTY _____
DESIGN CAPACITY ENROLLMENT _____

IMPROVEMENT ITEM	UNIT	QUANTITY	UNIT COST	ITEM COST	REMARKS
1. SITE WORK					
Land Acquisition	ACRES	_____	_____	_____	_____
Excavation/Grade	CUB FT	_____	_____	_____	_____
Drainage	LIN FT	_____	_____	_____	_____
Walks (6 ft wide)	SQ FT	_____	_____	_____	_____
Parking	SQ FT	_____	_____	_____	_____
Bus Loading	SQ FT	_____	_____	_____	_____
Roads	SQ FT	_____	_____	_____	_____
Playing Fields	SQ FT	_____	_____	_____	_____
Other _____	_____	_____	_____	_____	_____
Other _____	_____	_____	_____	_____	_____
Other _____	_____	_____	_____	_____	_____
Sub-Total		_____	_____	_____	_____
2. RENOVATIONS, EXTERIOR:					
Wall Structure	SQ FT	_____	_____	_____	_____
Floor Structure	SQ FT	_____	_____	_____	_____
Roof Structure	SQ FT	_____	_____	_____	_____
Wall Facing	SQ FT	_____	_____	_____	_____
Windows	EACH	_____	_____	_____	_____
Doors/Frames	EACH	_____	_____	_____	_____
Roofing	SQ FT	_____	_____	_____	_____
Coping/Parapet	LIN FT	_____	_____	_____	_____
Painting	SQ FT	_____	_____	_____	_____
Other _____	_____	_____	_____	_____	_____
Other _____	_____	_____	_____	_____	_____
Other _____	_____	_____	_____	_____	_____
Sub-Total		_____	_____	_____	_____

3. RENOVATIONS, INTERIOR:

Floor Covering	SQ FT				
Patch & Painting	SQ FT				
Ceiling Finish	SQ FT				
Plumbing	SQ FT				
Heating/Ventilating	SQ FT				
Air Conditioning	SQ FT				
Lighting	SQ FT				
Wiring	SQ FT				
Fire Alarm	SQ FT				
Communication System	SQ FT				
Technology					
Interior Doors	EACH				
Other _____					
Other _____					
Other _____					
Sub-Total					

4. BUILDING ADDITIONS INCLUDING FURNITURE, FURNISHINGS & EQUIPMENT:

Administration	SQ FT				
Student Services	SQ FT				
Kindergarten	SQ FT				
Primary	SQ FT				
Media Center	SQ FT				
Special Education	SQ FT				
Music	SQ FT				
Art	SQ FT				
Computer Lab	SQ FT				
Multi-Purpose	SQ FT				
Kitchen	SQ FT				
Staff/Faculty	SQ FT				
Toilets/Fixtures	SQ FT				
Storage General	SQ FT				
Storage Instructional	SQ FT				
Custodial	SQ FT				
Other _____					
Other _____					
Other _____					
Circulation	@30%				
Sub-Total					

5. SPECIAL CONSTRUCTION:

Elevator	EACH	_____	_____	_____	_____
Sprinkler System	SQ FT	_____	_____	_____	_____
Kitchen Equipment	ALL	_____	_____	_____	_____
Waste Treatment	EACH	_____	_____	_____	_____
Other _____	_____	_____	_____	_____	_____
Other _____	_____	_____	_____	_____	_____
Other _____	_____	_____	_____	_____	_____
Sub-Total		_____	_____	_____	_____

6. OTHER SPECIAL COSTS:

_____					_____
_____					_____
_____					_____
Sub-Total					_____

7. ARCHITECTURAL/ENGINEERING FEES:

New Construction	_____ %	_____	_____	_____	_____
Renovations	_____ %	_____	_____	_____	_____
Sub-Total	_____	_____	_____	_____	_____

8. MISCELLANEOUS:

Survey	EACH	_____	_____	_____	_____
Soil Inv.	EACH	_____	_____	_____	_____
Other _____	_____	_____	_____	_____	_____
Other _____	_____	_____	_____	_____	_____
Other _____	_____	_____	_____	_____	_____
Sub-Total		_____	_____	_____	_____

9. CONTINGENCIES:

New Construction	_____ %	_____	_____	_____	_____
Renovations	_____ %	_____	_____	_____	_____
Sub-Total	_____	_____	_____	_____	_____

10. GRAND TOTAL PROJECT COST: _____

Additional Land Improved to Bring to State Standard	_____ ACRES	_____ _____	_____ _____	_____ _____
	Design/Capacity	\$/Student	Amount	
Cost to Build a New School/No Land	_____	_____	_____	
Ratio – Cost to Improve The Building/Cost of New Building	_____	_____	_____	

School Building Authority of West Virginia
Facilities Spaces Evaluation – Middle/Junior High School

SCHOOL ID#: _____ COUNTY: _____

SCHOOL NAME: _____ DATE: _____

NOTE: Difference = No. of existing rooms – (minus) No. of required spaces

1. ADMINISTRATION: Exist spaces____Reqd spaces____Difference+/- _____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

2. STUDENT SERVICES: Exist spaces____Reqd spaces____Difference+/- _____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

3. BASIC: Exist spaces____Reqd spaces____Difference+/- _____

Language Arts

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

4. BASIC: Exist spaces____Reqd spaces____Difference+/- _____

Mathematics

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

5. BASIC: Exist spaces____Reqd spaces____Difference+/- _____

Social Studies

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

1 = Inadequate 2 = Below Average 3 = Average 4 = Above Average 5 = Excellent

6. BASIC: Exist spaces____Reqd spaces____Difference+/- ____

Science

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

7. CORRECTIVE/REMEDIAL:Exist spaces____Reqd spaces____Difference+/- ____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

8. HEALTH EDUCATION: Exist spaces____Reqd spaces____Difference+/- ____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

9. COMPUTER LAB: Exist spaces____Reqd spaces____Difference+/- ____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

10. LIBRARY/MEDIA CTR.: Exist spaces____Reqd spaces____Difference+/- ____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

11. ELECTRONIC TECH: Exist spaces____Reqd spaces____Difference+/- ____
(LAB)

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

12. HOME ECONOMICS: Exist spaces____Reqd spaces____Difference+/- ____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

1 = Inadequate 2 = Below Average 3 = Average 4 = Above Average 5 = Excellent

13. ART: Exist spaces____Reqd spaces____Difference+/- ____
 Size: 1 2 3 4 5
 Condition: 1 2 3 4 5
 Remarks:
14. BUSINESS ED: Exist spaces____Reqd spaces____Difference+/- ____
 Size: 1 2 3 4 5
 Condition: 1 2 3 4 5
 Remarks:
15. TECHNOLOGY: Exist spaces____Reqd spaces____Difference+/- ____
 EDUCATION
 Size: 1 2 3 4 5
 Condition: 1 2 3 4 5
 Remarks:
16. MUSIC: Exist spaces____Reqd spaces____Difference+/- ____
 Size: 1 2 3 4 5
 Condition: 1 2 3 4 5
 Remarks:
17. PHYSICAL ED: Exist spaces____Reqd spaces____Difference+/- ____
 Size: 1 2 3 4 5
 Condition: 1 2 3 4 5
 Remarks:
18. AUDITORIUM: Exist spaces____Reqd spaces____Difference+/- ____
 Size: 1 2 3 4 5
 Condition: 1 2 3 4 5
 Remarks:
19. KITCHEN: Exist spaces____Reqd spaces____Difference+/- ____
 Size: 1 2 3 4 5
 Condition: 1 2 3 4 5
 Remarks:

1 = Inadequate 2 = Below Average 3 = Average 4 = Below Average 5 = Excellent

20. DINING: Exist spaces____Reqd spaces____Difference+/- ____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

21. EXCEPTIONAL: Exist spaces____Reqd spaces____Difference+/- ____
STUDENTS INSTRUCTION

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

22. STAFF/FACULTY: Exist spaces____Reqd spaces____Difference+/- ____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

23. TOILETS: Exist spaces____Reqd spaces____Difference+/- ____

Size: 1 2 3 4 5

FIXTURES: Exist fixtrs____Reqd fixtrs____Difference+/- ____

Condition: 1 2 3 4 5

Remarks:

24. CUSTODIAL: No. of spaces____Reqd spaces____Difference+/- ____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

25. MECHANICAL: Exist spaces____Reqd spaces____Difference+/- ____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

26. STORAGE GENERAL: Exist spaces____Reqd spaces____Difference+/- ____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

1 = Inadequate 2 = Below Average 3 = Average 4 = Above Average 5 = Excellent

27. STORAGE INSTR: Exist spaces ____ Reqd spaces ____ Difference+/- ____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

28. OTHER SPACES: No. of spaces ____ Reqd spaces ____ Difference+/- ____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

29. ADEQUACY/CONDITION OF FURNISHINGS AND EQUIPMENT:

Condition: 1 2 3 4 5

Remarks:

30. ECONOMIES OF SCALE: 1 2 3 4 5
(Refer to Handbook – 100.0142 G)

31. BLDG UTILIZATION (U): ____% 1 2 3 4 5

Current Enrollment

Building Utilization = $100 \times \frac{\text{Current Enrollment}}{\text{Number of Existing Classrooms} \times 25}$

Building Utilization = _____%

Number of classrooms used for exceptionality education _____

*Below 60	61-70	71-80	81-85	Greater than 85
<hr/>				
1 = Inadequate 2 = Below Average 3 = Average 4 = Above Average 5 = Excellent				

*Building utilizations in the range of 80-90% are recommended. However, programmatic offerings must be considered and the building capacity may be reduced as programmatic offerings are factored into the utilization calculation.

School Improvement Cost Summary

(Based on deficiencies identified during the evaluation of existing facilities)

Middle/Junior High School

SCHOOL NAME/USE _____
COUNTY _____
DESIGN CAPACITY ENROLLMENT _____

IMPROVEMENT ITEM	UNIT	QUANTITY	UNIT COST	ITEM COST	REMARKS
1. SITE WORK					
Land Acquisition	ACRES	_____	_____	_____	_____
Excavation/Grade	CUB FT	_____	_____	_____	_____
Drainage	LIN FT	_____	_____	_____	_____
Walks (6 ft wide)	SQ FT	_____	_____	_____	_____
Parking	SQ FT	_____	_____	_____	_____
Bus Loading	SQ FT	_____	_____	_____	_____
Roads	SQ FT	_____	_____	_____	_____
Playing Fields	SQ FT	_____	_____	_____	_____
Other _____	_____	_____	_____	_____	_____
Other _____	_____	_____	_____	_____	_____
Other _____	_____	_____	_____	_____	_____
Sub-Total		_____	_____	_____	_____
2. RENOVATIONS, EXTERIOR:					
Wall Structure	SQ FT	_____	_____	_____	_____
Floor Structure	SQ FT	_____	_____	_____	_____
Roof Structure	SQ FT	_____	_____	_____	_____
Wall Facing	SQ FT	_____	_____	_____	_____
Windows	EACH	_____	_____	_____	_____
Doors/Frames	EACH	_____	_____	_____	_____
Roofing	SQ FT	_____	_____	_____	_____
Coping/Parapet	LIN FT	_____	_____	_____	_____
Painting	SQ FT	_____	_____	_____	_____
Other _____	_____	_____	_____	_____	_____
Other _____	_____	_____	_____	_____	_____
Other _____	_____	_____	_____	_____	_____
Sub-Total		_____	_____	_____	_____

3. RENOVATIONS, INTERIOR:

Floor Covering	SQ FT				
Patch & Painting	SQ FT				
Ceiling Finish	SQ FT				
Plumbing	SQ FT				
Heating/Ventilating	SQ FT				
Air Conditioning	SQ FT				
Lighting	SQ FT				
Wiring	SQ FT				
Fire Alarm	SQ FT				
Communication System	SQ FT				
Technology					
Interior Doors	EACH				
Other _____					
Other _____					
Other _____					
Sub-Total					

4. BUILDING ADDITIONS including Furniture, Furnishings and Equipment:

Administration	SQ FT				
Student Services	SQ FT				
Basic	SQ FT				
Reading	SQ FT				
Health Education	SQ FT				
Computer Lab	SQ FT				
Inst. Mat. Center	SQ FT				
Home Economics	SQ FT				
Art	SQ FT				
Ind. Technology	SQ FT				
Music	SQ FT				
Physical Education	SQ FT				
Auditorium	SQ FT				
Kitchen	SQ FT				
Dining	SQ FT				
Business Education	SQ FT				
Co-Op Education	SQ FT				
Special Education	SQ FT				
Drivers Education	SQ FT				
Staff/Faculty	SQ FT				
Toilets/Fixtures	SQ FT				
Custodial	SQ FT				
Mechanical	SQ FT				
Storage – General	SQ FT				
Storage – Instr.	SQ FT				
Other _____					

Other _____	_____	_____	_____	_____	_____
Circulation _____	@30%	_____	_____	_____	_____
Sub-Total		_____	_____	_____	_____
5. SPECIAL CONSTRUCTION:					
Elevator _____	EACH	_____	_____	_____	_____
Sprinkler System _____	SQ FT	_____	_____	_____	_____
Kitchen Equipment _____	ALL	_____	_____	_____	_____
Waste Treatment _____	EACH	_____	_____	_____	_____
Other _____	_____	_____	_____	_____	_____
Other _____	_____	_____	_____	_____	_____
Other _____	_____	_____	_____	_____	_____
Sub-Total		_____	_____	_____	_____
6. OTHER SPECIAL COSTS:					
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
Sub-Total		_____	_____	_____	_____
7. ARCHITECTURAL/ENGINEERING FEES:					
New Construction _____	%	_____	_____	_____	_____
Renovations _____	%	_____	_____	_____	_____
Sub-Total		_____	_____	_____	_____
8. MISCELLANEOUS:					
Survey _____	EACH	_____	_____	_____	_____
Soil Inv. _____	EACH	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
Sub-Total		_____	_____	_____	_____
9. CONTINGENCIES:					
New Construction _____	%	_____	_____	_____	_____
Renovations _____	%	_____	_____	_____	_____
Sub-Total		_____	_____	_____	_____

10. GRAND TOTAL PROJECT COST	_____	_____	_____	_____
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ADDITIONAL LAND IMPROVED TO BRING TO STATE STANDARD	ACRES	_____	_____	_____	_____
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	Design/Capacity	\$/Student	Amount
COST TO BUILD A NEW SCHOOL/ NO LAND	_____	_____	_____

RATIO – COST TO IMPROVE THE BLDG/ COST OF NEW BLDG	_____	_____	_____
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School Building Authority of West Virginia
Facilities Spaces Evaluation – High School

School ID# _____ County: _____

School Name: _____ DATE: _____

NOTE: Difference = No. of existing spaces – (minus) No. of required spaces

1. ADMINISTRATION: Exist spaces _____ Reqd spaces _____ Difference+/- _____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

2. STUDENT SERVICES: Exist spaces _____ Reqd spaces _____ Difference+/- _____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

3. BASIC: Exist spaces _____ Reqd spaces _____ Difference+/- _____

Language Arts

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

4. BASIC: Exist spaces _____ Reqd spaces _____ Difference+/- _____

Mathematics

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

5. BASIC: Exist spaces _____ Reqd spaces _____ Difference+/- _____

Social Studies

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

1 = Inadequate 2 = Below Average 3 = Average 4 = Above Average 5 = Excellent

6. BASIC: Exist spaces____Reqd spaces____Difference+/- ____

Science – General Science

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

7. BASIC: Exist spaces____Reqd spaces____Difference+/- ____

Science – Chemistry/Physics

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

8. BASIC: Exist spaces____Reqd spaces____Difference+/- ____

Science – Lecture Lab

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

9. BASIC: Exist spaces____Reqd spaces____Difference+/- ____

Science – Biology

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

10. CORRECTIVE/ REMEDIAL Exist spaces____Reqd spaces____Difference+/- ____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

11. HEALTH EDUCATION: Exist spaces____Reqd spaces____Difference+/- ____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

1 = Inadequate 2 = Below Average 3 = Average 4 = Above Average 5 = Excellent

12. COMPUTER LAB: Exist spaces____Reqd spaces____Difference+/- ____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

13. LIBRARY/MEDIA: Exist spaces____Reqd spaces____Difference+/- ____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

14. FAMILY & Exist spaces____Reqd spaces____Difference+/- ____
CONSUMER SCIENCE

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

15. ART: Exist spaces____Reqd spaces____Difference+/- ____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

16. TECHNOLOGY Exist spaces____Reqd spaces____Difference+/- ____
EDUCATION

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

17. MUSIC: Exist spaces____Reqd spaces____Difference+/- ____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

18. PHYSICAL ED: Exist spaces____Reqd spaces____Difference+/- ____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

1 = Inadequate 2 = Below Average 3 = Average 4 = Above Average 5 = Excellent

19. AUDITORIUM: Exist spaces____Reqd spaces____Difference+/- ____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

20. KITCHEN: Exist spaces____Reqd spaces____Difference+/- ____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

21. DINING: Exist spaces____Reqd spaces____Difference+/- ____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

22. BUSINESS ED: Exist spaces____Reqd spaces____Difference+/- ____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

23. CO-OP EDUCATION: Exist spaces____Reqd spaces____Difference+/- ____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

24. EXCEPTIONAL STUDENT INSTRUCTION Exist spaces____Reqd spaces____Difference+/- ____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

25. DRIVERS ED: Exist spaces____Reqd spaces____Difference+/- ____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

1 = Inadequate 2 = Below Average 3 = Average 4 = Above Average 5 = Excellent

26. VOCATIONAL ED: Exist spaces _____ Reqd spaces _____ Difference+/- _____
Agricultural Ed

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

27. VOCATIONAL ED: Exist spaces _____ Reqd spaces _____ Difference+/- _____
Marketing Ed

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

28. VOCATIONAL ED: Exist spaces _____ Reqd spaces _____ Difference+/- _____
Diversified/Cooperative Training

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

29. VOCATIONAL ED: Exist spaces _____ Reqd spaces _____ Difference+/- _____
Vocational Health Occupations

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

30. VOCATIONAL ED: Exist spaces _____ Reqd spaces _____ Difference+/- _____
Family and Consumer Science

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

31. VOCATIONAL ED: Exist spaces _____ Reqd spaces _____ Difference+/- _____
Child Care Specialist

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

1 = Inadequate 2 = Below Average 3 = Average 4 = Above Average 5 = Excellent

32. VOCATIONAL ED: Exist spaces____Reqd spaces____Difference+/- ____
Vocational/Industrial Technical

Size: 1 2 3 4 5
Condition: 1 2 3 4 5
Remarks:

33. VOCATIONAL ED: Exist spaces____Reqd spaces____Difference+/- ____
Business Ed

Size: 1 2 3 4 5
Condition: 1 2 3 4 5
Remarks:

34. VOCATIONAL ED: Exist spaces____Reqd spaces____Difference+/- ____
Tech Ed

Size: 1 2 3 4 5
Condition: 1 2 3 4 5
Remarks:

35. STAFF/FACULTY: Exist spaces____Reqd spaces____Difference+/- ____

Size: 1 2 3 4 5
Condition: 1 2 3 4 5
Remarks:

36. TOILETS: Exist spaces____Reqd spaces____Difference+/- ____

Size: 1 2 3 4 5

FIXTURES: Exist fixtrs____Reqd fixtrs____Difference+/- ____

Condition: 1 2 3 4 5
Remarks:

37. CUSTODIAL: Exist spaces____Reqd spaces____Difference+/- ____

Size: 1 2 3 4 5
Condition: 1 2 3 4 5
Remarks:

1 = Inadequate 2 = Below Average 3 = Average 4 = Above Average 5 = Excellent

38. MECHANICAL: Exist spaces____Reqd spaces____Difference+/- ____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

39. STORAGE GENERAL: Exist spaces____Reqd spaces____Difference+/- ____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

40. STORAGE INSTR: Exist spaces____Reqd spaces____Difference+/- ____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

41. OTHER SPACES: No. of spaces____Reqd spaces____Difference+/- ____

Size: 1 2 3 4 5

Condition: 1 2 3 4 5

Remarks:

42. ADEQUACY/CONDITION OF FURNISHINGS AND EQUIPMENT:

Condition: 1 2 3 4 5

Remarks:

43. ECONOMIES OF SCALE: 1 2 3 4 5
(Refer to Handbook – 100.0142 G)

1 = Inadequate 2 = Below Average 3 = Average 4 = Above Average 5 = Excellent

44. BLDG UTILIZATION (U): _____% 1 2 3 4 5

$$\text{Building Utilization} = 100 \times \frac{\text{Current Enrollment}}{\text{Number of Existing Classrooms} \times 25}$$

Building Utilization = _____%

Number of classrooms used for exceptionality education _____

*Below 60	61-70	71-80	81-85	Greater than 85
<hr/>				
1 = Inadequate	2 = Below Average	3 = Average	4 = Above Average	5 = Excellent

*Building utilizations in the range of 80-90% are recommended. However, programmatic offerings must be considered and the building capacity may be reduced as programmatic offerings are factored into the utilization calculation.

School Improvement Cost Summary

(Based on deficiencies identified during the evaluation of existing facilities)

High School

SCHOOL NAME/USE _____
COUNTY _____
DESIGN CAPACITY ENROLLMENT _____

IMPROVEMENT ITEM	UNIT	QUANTITY	UNIT COST	ITEM COST	REMARKS
1. SITE WORK					
Land Acquisition	ACRES	_____	_____	_____	_____
Excavation/Grade	CUB FT	_____	_____	_____	_____
Drainage	LIN FT	_____	_____	_____	_____
Walks (6 ft wide)	SQ FT	_____	_____	_____	_____
Parking	SQ FT	_____	_____	_____	_____
Bus Loading	SQ FT	_____	_____	_____	_____
Roads	SQ FT	_____	_____	_____	_____
Playing Fields	SQ FT	_____	_____	_____	_____
Other _____	_____	_____	_____	_____	_____
Other _____	_____	_____	_____	_____	_____
Other _____	_____	_____	_____	_____	_____
Sub-Total		_____	_____	_____	_____
2. RENOVATIONS, EXTERIOR:					
Wall Structure	SQ FT	_____	_____	_____	_____
Floor Structure	SQ FT	_____	_____	_____	_____
Roof Structure	SQ FT	_____	_____	_____	_____
Wall Facing	SQ FT	_____	_____	_____	_____
Windows	EACH	_____	_____	_____	_____
Doors/Frames	EACH	_____	_____	_____	_____
Roofing	SQ FT	_____	_____	_____	_____
Coping/Parapet	LIN FT	_____	_____	_____	_____
Painting	SQ FT	_____	_____	_____	_____
Other _____	_____	_____	_____	_____	_____
Other _____	_____	_____	_____	_____	_____
Other _____	_____	_____	_____	_____	_____
Sub-Total		_____	_____	_____	_____

3. RENOVATIONS, INTERIOR:

Floor Covering	SQ FT				
Patch & Painting	SQ FT				
Ceiling Finish	SQ FT				
Plumbing	SQ FT				
Heating/Ventilating	SQ FT				
Air Conditioning	SQ FT				
Lighting	SQ FT				
Wiring	SQ FT				
Fire Alarm	SQ FT				
Communication System	SQ FT				
Technology					
Interior Doors	EACH				
Other _____	_____				
Other _____	_____				
Other _____	_____				
Sub-Total					

4. BUILDING ADDITIONS including Furniture, Furnishings and Equipment:

Administration	SQ FT				
Student Services	SQ FT				
Basic	SQ FT				
Reading	SQ FT				
Health Education	SQ FT				
Computer Lab	SQ FT				
Inst. Mat. Center	SQ FT				
Home Economics	SQ FT				
Art	SQ FT				
Ind. Technology	SQ FT				
Music	SQ FT				
Physical Education	SQ FT				
Auditorium	SQ FT				
Kitchen	SQ FT				
Dining	SQ FT				
Special Education	SQ FT				
Staff/Faculty	SQ FT				
Toilets/Fixtures	SQ FT				
Custodial	SQ FT				
Mechanical	SQ FT				
Storage General	SQ FT				
Storage Instructional	SQ FT				
Other _____	_____				
Other _____	_____				
Other _____	_____				

Circulation	@30%	_____	_____	_____	_____
Sub-Total		_____	_____	_____	_____
5. SPECIAL CONSTRUCTION:					
Elevator	EACH	_____	_____	_____	_____
Sprinkler System	SQ FT	_____	_____	_____	_____
Kitchen Equipment	ALL	_____	_____	_____	_____
Waste Treatment	EACH	_____	_____	_____	_____
Other _____	_____	_____	_____	_____	_____
Other _____	_____	_____	_____	_____	_____
Other _____	_____	_____	_____	_____	_____
Sub-Total		_____	_____	_____	_____
6. OTHER SPECIAL COSTS:					
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
Sub-Total		_____	_____	_____	_____
7. ARCHITECTURAL/ENGINEERING FEES:					
New Construction	_____ %	_____	_____	_____	_____
Renovations	_____ %	_____	_____	_____	_____
Sub-Total		_____	_____	_____	_____
8. MISCELLANEOUS:					
Survey	EACH	_____	_____	_____	_____
Soil Inv.	EACH	_____	_____	_____	_____
Sub-Total		_____	_____	_____	_____
9. CONTINGENCIES:					
New Construction	_____ %	_____	_____	_____	_____
Renovations	_____ %	_____	_____	_____	_____
Sub-Total		_____	_____	_____	_____

10. GRAND TOTAL PROJECT COST	_____	_____	_____	_____	_____
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ADDITIONAL LAND IMPROVED TO BRING TO STATE STANDARDS ACRES	_____	_____	_____	_____
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COST TO BUILD A NEW SCHOOL/ NO LAND	_____	_____	_____	_____
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RATIO – COST TO IMPROVE THE BLDG/COST OF NEW BLDG	_____	_____	_____	_____
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